

- ☐ Foster Care
☐ Foster Care/Adoption
☐ Adoption

INITIAL HOME STUDY

Expiration Date: _____ (If Applicable)
Resource #: _____

I. **Applicant's name (s):** _____
How Verified: _____
Work Phone: _____ **Cell Phone:** _____
Email: _____
Address: _____
Home Phone: _____
Race: ☐ Native American ☐ Caucasian ☐ Other _____
Tribal Membership: _____
How Verified: _____

Applicant's name (s): _____
How Verified: _____
Work Phone: _____ **Cell Phone:** _____
Email: _____
Race: ☐ Native American ☐ Caucasian ☐ Other _____
Tribal Membership: _____
How Verified: _____

II. The following information is documented in the record. Each of these requirements must be met before a license and/or letter of adoptive approval can be issued. (Please insert the date that each was verified in field provided.)

- A. ☐ Signed and dated application (67:42:01:04, 67:14:32:05) _____
- B. ☐ Physical exam for applicants (67:42:01:07, 67:14:32:09) _____
- C. ☐ Immunization records for all children in household (67:42:01:07, 67:14:32:09) _____
- D. ☐ Screening for substantiated incidents of child abuse or neglect for each household member ten years of age or older, list date (67:42:01:05.02, 67:42:05:06(2), 67:14:32:05.03) _____
- E. ☐ Thirty hours orientation training (67:42:05:03, 67:14:32:30) _____
- F. ☐ A minimum of three references have been contacted (67:42:01:05, 67:14:32:11.01) _____
- G. ☐ Criminal record check for applicant and all adult household members (67:42:01:05.01, 67:42:05:06(3), 67:14:32:05.05, 67:14:32:08, 67:14:32:11.01, SDCL 26-6-14.3) _____
- H. ☐ Licensing and/or adoptive standards have been given to and reviewed with the applicant(s). _____
- I. ☐ List
Adult children/Ex-spouses: _____ Date contacted: _____

Assess and analyze parenting style, basic care, affection, communication, expectations for children, sensitivity to an individual child, knowledge and expectations related to child development and parenting, reason for having children and view point toward children. Summarize the results of your assessment and analysis of contacts with all of the children and ex-spouses to provide clarification.

III. The following requirements apply only to families who have applied to be either licensed as a foster home; or licensed as a foster home and approved as an adoptive home. These requirements have been discussed with the applicants and they are aware of their obligation to:

- A. ☐ **Assure that any vehicle used for transporting children does not exceed its stated passenger capacity. (67:42:01:24)**
- B. ☐ **Report any unusual incidents or suspected child abuse/neglect to the Department. (67:42:01:12, SDCL 26-8A-3)**
- C. ☐ **Maintain a record for each child in care that at least includes the child's name, date of placement and removal, special needs, names and telephone numbers of child's family services specialist and doctor. (67:42:01:21)**
- D. ☐ **Keep information about children in foster care and/or adoptive children and their families confidential. (67:42:01:22, 67:14:32:20)**
- E. ☐ **Maintain a record of the clothes purchased for each child in foster care and the amount of money expended on a monthly basis for each child in foster care.**

IV. The following requirements apply to applicants who wish to only be approved as an adoptive home. These requirements have been discussed with the applicants and they are aware of their obligation to:

- A. ☐ **Keep information about adoptive children and their families confidential. (67:14:32:20)**
- B. ☐ **Pay an adoptive study and placement fee. These fees will be waived for the adoption of a special needs child. (67:14:32:11.03, 67:14:32:24.01, 67:14:32:25, 67:14:32:27)**

V. Identifying information and reasons for fostering and/or adopting. Describe the family composition, ages, relationships. Reference may be made to the family's completed ecomap and genogram. Discuss the reasons the family has for fostering/adopting.

A. MOTIVATION

- 1. **What was the family's original motivation to provide foster care or adoption?**
- 2. **How has this motivation changed through the pre-service / assessment process?**

B. FAMILY COMPOSITION

1. DESCRIPTION/BACKGROUND OF APPLICANT 1

Birth name: _____ AKA: _____

Birth place: _____ Birth date: _____

Height: _____ Weight: _____ Hair: _____ Eyes: _____

Religion: _____

Education: _____

Employment: _____

Income: _____ Child support: _____

Ex-spouses: _____

(Social history from birth to current marriage or to present if single, including a descriptive chronology of significant events):

2. DESCRIPTION/BACKGROUND OF APPLICANT 2

Birth name: _____ AKA: _____

Birth place: _____ Birth date: _____

Height: _____ Weight: _____ Hair: _____ Eyes: _____

Religion: _____

Education: _____

Employment: _____

Income: _____ Child support: _____

Ex-spouses: _____

(Social history from birth to current marriage or to present if single, including a descriptive chronology of significant events):

3. CURRENT MARRIAGE / RELATIONSHIP

(Social history from marriage to present including date of marriage, place of marriage, description of spouses):

4. OTHER FAMILY/HOUSEHOLD MEMBERS (Children and others living in the home)

CHILDREN

Name	DOB	Child by Birth/Adoption/Kinship and Date
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a)

(Describe each child in the family including school, grades, special needs, description of self, interests/hobbies, responsibilities/chores, and reaction to having other children in the home):

OTHERS LIVING IN THE HOME

Name	DOB	Relationship
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a)

(Describe others living in the home including this person's role in the family, school, grades, special needs, description of self, interest/hobbies, responsibilities/chores, and reaction to having additional children in the home):

5. FAMILY AS A SYSTEM

(Description of the family and their environment including nutrition, support, work schedule, child care plans, recreation, community activities, etc):

VI. Family Competencies (discipline and parenting skills – 67:42:01:06; 67:42:05:02, 67:42:05:02.01; 67:42:05:06; 67:42:05:13; 67:42:05:15; 67:14:32:08)

Discipline: Assess and analyze methods, the source of those methods, purpose or reason for, attitudes about, context of, meaning of discipline, relationship to child and child's behavior, expectation of discipline, and understanding of discipline.

Parenting Skills: Assess and analyze sensitivity to an individual child, parenting style, basic care, affection, communication, expectations for the child, reasons for having children, and viewpoint toward children.

A. Protecting and nurturing children.

Strengths:

Needs:

- B. Meeting children's developmental needs and addressing developmental delays.**
Assess and analyze knowledge and expectations of developmental needs and developmental delays.

Strengths:

Needs:

Describe history of attachments and losses of the family (Coping, problem solving, impulsiveness and stress management).

- C. Supporting relationship between children and their families.**

Strengths:

Needs:

- D. Connecting children to safe, nurturing relationships intended to last a lifetime (Trust, sociability, verbal skills, communication, independence, assertiveness).**

Strengths:

Needs:

- E. Working as a member of a professional team (Communication, ability to relate to others, problem solving).**

Strengths:

Needs:

VII. Assure health and safety

- A. Discuss the applicant's (and their family's) physical and mental health - 67:14:32:09, 67:14:32:08(3), 67:42:01:07, 67:42:05:06 (Perceptions, rationality, self control, reality testing, stability, self awareness, self esteem, and self acceptance).
- B. Discuss the applicant's ability to provide supervision - 67:14:32:08(6)(7), 67:42:01:06(4), 67:42:05:06(8)(9)(10) (Parenting behavior and parenting expectations).
- C. The following sanitation and safety requirements must be met by foster parent applicants. Adoptive applicants are not required to meet them. The PRIDE trainer may complete this checklist with adoptive applicants and use it as a method of consultation. However, approval for adoption is not contingent on meeting these requirements - 67:42:05:10.01, 67:42:05:10.02, 67:42:05:10.03, 67:42:05:10.04, 67:42:05:10.05, 67:42:05:10.06, 67:42:05:11, 67:42:05:16, 67:42:05:17, 67:42:05:18, 67:42:05:19, 67:42:05:20, 67:42:05:21

Please insert the date that requirements A-Ff were checked. _____

- A. ☐ There is an operating smoke detector with an audible alarm system on each level of the home. (67:42:05:10.01) _____
- B. ☐ An emergency escape plan has been developed and is shared with each child in care. (67:42:05:10.01) _____
- C. ☐ Fire drills are conducted each time a child enters care. (67:42:05:10.01) _____
- D. ☐ There is a carbon monoxide detector with an audible alarm system on each level of the home. (67:42:05:10.07) _____
- E. ☐ There is sufficient water to meet the needs of the household. (67:42:05:10.03) _____
- F. ☐ The water is obtained from either a public water supply or is tested annually by the Department of Water and Natural Resources, or a certified laboratory. (67:42:05:10.03) Date test completed: _____
- G. ☐ Hot water to plumbing fixtures normally used by children in care does not exceed 120°F. (67:42:05:10.03) Date test completed and temperature: _____
- H. ☐ All medications are kept in a locked cabinet or container and medications prescribed for another person are not given to children in foster care. (67:42:05:22) _____
- I. ☐ The home is free of exposed electrical wiring. (67:42:05:10.05) _____
- J. ☐ Unused electrical outlets are covered when children four years of age or younger are in care. (67:42:05:10.05) _____
- K. ☐ There are two unblocked exits remote from each other on each level of the home that is used for the care of children. (67:42:05:10.06) _____
- L. ☐ Window screens and storms are removable in case of an emergency. (67:42:05:10.06) _____
- M. ☐ Windows that are to be used as a second exit are at least twenty-two

- _____ inches in dimension and five square feet in area. (67:42:05:10.06) _____
- N. ☐ Children in foster care do not sleep in a room that can only be reached by a ladder, folding stairs, or a trap door. (67:42:05:10.06) _____
- O. ☐ The house is clean, neat, and free of litter and rubbish. (67:42:05:11) _____
- P. ☐ Garbage and refuse are kept in durable, easily cleanable containers that do not leak and absorb liquids and are disposed of often enough to prevent development of odor and attraction of insects and rodents. (67:42:05:11) _____
- Q. ☐ Hazardous cleaning solutions, chemicals, and poisons are labeled and kept in an enclosed cabinet that is not accessible to children. (67:42:05:11) _____
- R. ☐ Food is free from contamination and spoilage. (67:42:05:16) _____
- S. ☐ Milk is pasteurized, grade A quality. (67:42:05:16) _____
- T. ☐ Doors and windows used for ventilation are screened. (67:42:05:17) _____
- U. ☐ Floor openings that are thirty inches or more above the adjacent ground level are guarded with railing or barrier. The railing or barrier must be constructed to prevent the child from crawling or falling through or becoming entrapped. (67:42:05:18) _____
- V. ☐ There is sufficient sleeping space for each child in foster care. (67:42:05:19) _____
- W. ☐ Children of different sexes who are over the age of six years sleep in different rooms. (67:42:05:19) _____
- X. ☐ Children in foster care who are over the age of three years do not share a bed with an adult. (67:42:05:19) _____
- Y. ☐ Children in foster care are provided with clean bed linens, blankets and pillows. (67:42:05:19) _____
- Z. ☐ Describe the sleeping arrangements for children in the home. _____
- Aa. ☐ Firearms, ammunition, archery bows and arrows, matches and lighters are inaccessible to children unless under adult supervision. (67:42:05:20) _____
- Bb. ☐ Firearms are kept unloaded, in a locked room, closet, cabinet or carrying case, and separate from ammunition. (67:42:05:20) _____
- Cc. ☐ Children who hunt have completed a hunter safety course. (67:42:05:20) _____
- Dd. ☐ Swimming pools are secured on all sides with a fence at least five feet high and constructed to discourage climbing and exits and entrances have self-closing, latching gates that are latched and locked when children in care are present. (67:42:05:21) _____
- Ee. ☐ Hot tubs are covered with a safety cover approved by the American Society for Testing and Materials. (67:42:05:21) _____
- Ff. ☐ There are no other hazardous conditions or circumstances with potential to cause injury or illness to a child in care. (67:42:05:20) _____
- Gg. ☐ Describe any non-compliance found and develop a plan for correction. _____

VIII. Summary and recommendations

- A. Recommendations and next steps (If adopting, specifically state that adoption is recommended and include information on age group, number of children, behaviors and medical characteristics, legal risk, preferred sex and race, etc.)**
- B. Guidelines for supporting the family**
- C. Exceptions for the following licensing requirements for foster parents have been submitted in writing to the Regional Manager and have been approved. The approved request is attached to this study.**
1. ☐ Combining various types of care. (67:42:01:10)
 2. ☐ More than six children in a foster home. (67:42:05:04)
 3. ☐ Not applicable.
- D. On the basis of the information documented in this study I recommend:**
1. ☐ The home be satisfactorily licensed for ____ children between the age of ____ to ____ years. Effective ____ Expires ____
 2. ☐ This home be provisionally licensed for ____ children between the ages of ____ to ____ years. Effective ____ Expires ____
 3. ☐ The application for adoption be approved. Effective ____
 4. ☐ The application for license/adoption be denied.

, Family Services Specialist

Date Study Completed

, Supervisor

Date

, Regional Manager

Date

MONTHLY BUDGET

We need to have a clear idea of your monthly expenses [67:14:32:08(5) the applicant has the income to meet the needs of the applicant's existing family and to support, care, and educate an adopted child. 67:42:05:06(5) the applicant or foster parent has income which meets the needs of the existing family, independent of the foster care maintenance payments].

Monthly Income	Monthly Amount
Net Salary (amount after payroll deduction)	\$
Investment Income	\$
Child Support Received	\$
TANF	\$
Food Stamps	\$
Other Income	\$
TOTAL INCOME	\$
Monthly Expenses	
Housing (rent or house payment)	\$
Property Tax	\$
Home Maintenance	\$
Utilities	\$
Food (Groceries and Dining Out)	\$
Laundry and Dry Cleaning	\$
Cable TV-Dish expenses	\$
Internet Access	\$
Phone – Cell Phone	\$
Clothing	\$
Medical	\$
Insurance Policies (life, health, car)	\$
Car Payment	\$
Transportation (gas and car repair)	\$
Credit Card Payments	\$
Other Loan Payments	\$
Recreational (sporting, books, music, movies, gym...)	\$
Newspaper and Magazines	\$
Day Care	\$
Charitable Donations	\$
Pet Care	\$
Child Support Payment	\$
Vacation (can average per year, divided into monthly)	\$
Miscellaneous	\$
Other	\$
Other	\$
TOTAL EXPENSES	\$
CASH FLOW -- INCOME MINUS EXPENSES	\$